

GRANTSVILLE CITY CONCEPT PLAN CHECKLIST

A Complete Concept Plan Application Consists Of:

_____ a completed application form;

_____ the application fee (\$30.00 for the site plan + \$15.00 per lot) along with any unpaid fees owed to Grantsville City for development of land, code enforcement or building permits.

_____ seven 24" X 36" prints of the concept plan, for distribution to each of the following:

- (i) zoning administrator
- (ii) the city planner;
- (iii) the public works director or county health department
- (iv) Tooele County School District;
- (v) the soil conservation district within which the subdivision is located;
- (vi) the city engineer; and
- (vii) the city fire department.

_____ fifteen 11" X 17" copies of the concept plan for distribution to each planning commission member; and;

_____ an additional 11" X 17" copy of the concept plan in each of the following circumstances:

- (i) when area lies within one mile of City limits, copy to Tooele County;
- (ii) for each servicing utility; and
- (iii) for UDOT if property abuts a state highway.

_____ proof of ownership demonstrated by two copies of a title report and vesting documents of conveyance completed within the previous six months;

_____ utility approval forms water, sewer, UDOT encroachment, Fire Dept, Grantsville Irrigation Co, gas co, phone co, and electric co;

_____ the proposed source and amounts of water for all lots, including a copy of the application for dedication of water from water attorney Craig Smith on culinary water shares and copies of actual secondary shares from Grantsville Irrigation ;

_____ names and addresses printed on mailing labels with a like number of stamped envelopes, of the owners of all properties within 300 feet of the proposed subdivision boundaries:

_____ approval of the subdivision name from the recorder's office;

_____ a plat map from the recorder's office showing the property and all adjoining properties around it;

_____ if the applicant is not the owner of record, a notarized statement that the applicant has been authorized by the owner to make application;

_____ site analysis map as specified in **Section 21.1.13** which states; "the purpose of the site plan analysis map is to ensure that the important site features have been adequately identified prior to the creation of the site design, and that the proposed open space will meet the requirements of this chapter."

_____ a development phasing schedule, if applicable, including the sequence for each phase, approximate size in area of each phase, and proposed phasing of construction of all private and public improvements.

_____ a tax clearance from the Tooele County Assessor indicating that all taxes, interest and penalties owing for the property have been paid;

_____ a statement identifying the proposed method of bonding for required subdivision improvements, including streets, roads, and related facilities, water distribution system, sewage collection system, flood plain protection, storm drainage facilities and such other necessary facilities as may be required by the City;

The Concept Plan Shall Show:

_____ the general location of the subdivision, the property boundaries and adjoining properties with ownership;

_____ lot and road layout indicating general scaled dimensions;

_____ county, township, range, section, quarter section, blocks, the number of lots, principal meridian and true north;

_____ a vicinity map showing significant natural and man-made features off site with a scale of 1 inch = 2000 feet on the site;

_____ the acreage of the entire tract and the acreage of the portion to be developed;

_____ the area for which approval will be requested for the first phase of development except for minor, commercial and industrial subdivisions;

_____ an area plan showing the total area on a single sheet for subdivisions requiring more than one sheet at the required scale;

_____ the sites, if any, for multi-family dwellings, shopping centers, community facilities, commercial, industrial, or other uses exclusive of single-family dwellings;

_____ total development area, the number of proposed dwelling units and the amount of open space.

_____ easements and rights-of-way;

_____ property boundaries;

_____ all ponds, wetlands and other hydrologic features;

_____ topographic contours;

_____ all primary and secondary conservation areas labeled by type, as described in sections 21.1.18 and 21.1.110 of this chapter;

_____ general vegetation characteristics;

_____ general soil types;

_____ the planned location of protected open space;

_____ existing roads and structures;

_____ potential connections with existing greenspace and trails.

_____ parcels of land that will have a conservation easement or are to be dedicated for schools, roads, parks, or other public purposes; and

_____ an approval signature block for the planning commission chair.

SPECIAL NOTE:

The concept plan approval shall be valid for a period of not more than six months. The applicant or authorized representative may obtain no more than two six-month extensions by petitioning the planning commission. The planning commission may not grant any extension without substantial progress having been demonstrated by the applicant or authorized representative.